

October 97

10/17/97

Project Status Report

Work Assignment Number: 47-5N60
Site Name: Sauget Area 1 & 2 Sites (TA)
E & E Job Number: ZK9000
Prepared by: C. Carlson, Site Manager
Date: November 20, 1997
Period: September 28, 1997 through November 1, 1997

Copies: RPM: Leah Evison, EPA Region V
PM: Daniel Sewall, E & E - Chicago

Progress Made This Reporting Period

During this reporting period, E & E worked primarily on data entry, records compilation, and organization of property ownership information for the project. Details of the work activities performed during the reporting period are as follows:

- The E & E project manager and project director traveled to Sauget to perform a site visit with the IEPA project manager. The site visit was conducted on October 2 and was performed in accordance with the SOW
- The E & E project manager reviewed approximately four file boxes of information at ORC on October 6. Information was indexed to provide a complete list of site files and to include in the PRP records compilation or copied as needed. In addition, the E & E project manager reviewed additional PRP investigator files on October 8, which were not made available during the September 3 initial file search
- E & E team members have worked intermittently at EPA Records Center making paper copies from the 718 microfiche brought back to Chicago from the IEPA file search. To date, approximately 2,000 pages have been printed from the 718 microfiche which is estimated at 70% completion.
- The draft property ownership tables/maps were submitted to EPA on October 27. As directed by EPA, one copy was sent directly to the IEPA project manager.
- Significant work effort during the reporting period focused on entry of data into summary table formats. In addition, work continued on segregating file information copied from EPA and IEPA record centers into area site and PRP files.

In addition to the above, work performed during the reporting period included routine project management activities, including financial tracking, preparing the previous month's status report, and communications with the WAM.

Project Costs and LOE Hours

Expenditures for this reporting period included \$45,118.46 and 533.50 LOE hours. Project to date expenditures include \$84,115.13 and 1,042.5 LOE hours. Table 1 provides a breakdown of the costs to date, estimated costs to complete and estimated variance on a task-specific basis. Table 2 provides a task-specific status report on project hours and schedule. Summaries of financial status and direct labor charges by P-grade are provided in Tables 3 and 4, respectively. Table 5 provides a breakdown of labor hours expended by task for this reporting period. Table 6 provides a breakdown of travel expenses by task for this reporting period.

Problem Areas and Recommended Solutions

Problem Area: As mentioned in the October 20 status report, the inability to access IEPA files until the week of September 15 and volume of microfiche from IEPA will inevitably cause complications regarding the 90-day deliverable deadlines as outlined in the SOW. In addition, E & E received notice in early November that additional files exist with the agency which have not been reviewed and will need to be screened and/or copied by E & E.

Recommended Solution: E & E is reviewing the file information and microfiche which has been delivered to the Chicago office, and will prepare and submit a request to EPA for an extension to the deliverable schedule from that outlined in the SOW.

Problems Resolved

None to report

Deliverables Submitted

The draft property ownership tables/maps were submitted on October 27.

Activities Planned for Next Reporting Period

E & E will continue data entry activities during the next reporting period. Additional files are present at ORC which will be reviewed and copied. Also, E & E will continue with organization of the area site and PRP files.

Key Personnel Changes

None to report

Subcontracting

None to report

Travel

A total of \$2,420.75 in travel costs were invoiced during this reporting period. The travel costs were associated with three separate project trips. (1) two E & E personnel traveled to Springfield, IL, between September 15-19 to conduct a file search; (2) two E & E personnel traveled to Belleville, IL, between September 24-26 to conduct a property ownership search; and (3) two E & E personnel traveled to Sauget, IL, on October 2 for a site visit led by the IEPA project manager.

Laboratory Activities

None to report.

TABLE 1
ECOLOGY AND ENVIRONMENT ARCS V CONTRACT 68-W8-0086
COST STATUS REPORT BY TASK
SAUGET AREA 1 & 2 SITES (TA)
AS OF NOVEMBER 1, 1997

TASK	SUBTASK	DESCRIPTION	CURRENT MONTH	COST TO DATE			ESTIMATED TOTAL COST			
				LABOR	OTHER	TOTAL	TO COMPLETE	AT COMPLETION	BUDGET	ESTIMATED VARIANCE
1	1	PROJECT PLANNING	2,205	10,858	823	11,681	0	11,681	11,193	488
1	2	PROJECT MANAGEMENT	1,534	4,587	15	4,602	5,887	10,489	10,489	0
		TASK 1 TOTAL	3,739	15,445	838	16,283	5,887	22,170	21,682	-488
2	0	ACQUISITION OF EXISTING DATA	13,020	34,204	4,020	38,224	3,500	41,724	34,993	-6,731
3	0	PROPERTY OWNERSHIP TABLES/MAPS	7,933	7,649	284	7,933	2,000	9,933	6,934	-2,999
4	0	TECHNICAL DATA SUMMARY TABLES/MAPS	18,913	19,694	467	20,161	42,376	62,537	62,537	0
5	0	DATA GAPS MEMORANDA	0	0	0	0	7,351	7,351	7,351	0
6	0	PRP RECORDS COMPILATION	1,514	1,514	0	1,514	21,282	22,796	22,801	5
99	0	AWARD FEE	0	0	0	0	10,623	10,623	10,623	0
		TOTALS	45,119	78,506	5,609	84,115	93,024	177,139	166,921	-10,218

TABLE 2

ECOLOGY AND ENVIRONMENT ARCS V CONTRACT 68-W8-0086
 PROJECT HOURS/SCHEDULE STATUS
 REPORT BY TASK
 SAUGET AREA 1 & 2 SITES (TA)
 AS OF NOVEMBER 1, 1997

TASK	SUBTASK	DESCRIPTION	AUTHORIZED PLAN		ACTUAL	LOE HOURS					PERCENT		
			START DATE	FINISH DATE	FINISH DATE	CURRENT MONTH	TO DATE	EST. TO COMPLETE	AT COMPLETION	AUTH. BUDGET	ESTIMATED VARIANCE	COMPLETE	SPENT
1	1	PROJECT PLANNING	07/21/97	08/30/97	11/01/97	16.00	135.00	0.00	135.00	133.00	-2.00	100	101
1	2	PROJECT MANAGEMENT	07/21/97	02/28/98		18.00	54.00	62.00	116.00	116.00	0.00	46	46
		TASK 1 TOTAL				34.00	189.00	62.00	251.00	249.00	2.00	75	76
2	0	ACQUISITION OF EXISTING DATA	07/21/97	02/28/98		108.00	438.00	40.00	478.00	400.00	-78.00	92	109
3	0	PROPERTY OWNERSHIP TABLES/MAPS	08/27/97	02/28/98		97.00	97.00	20.00	117.00	100.00	-17.00	83	97
4	0	TECHNICAL DATA SUMMARY TABLES/MAPS	08/27/97	02/28/98		276.50	300.50	603.50	904.00	904.00	0.00	33	33
5	0	DATA GAPS MEMORANDA	08/27/97	02/28/98		0.00	0.00	92.00	92.00	92.00	0.00	0	0
6	0	PRP RECORDS COMPILATION	08/27/97	02/28/98		18.00	18.00	298.00	316.00	316.00	0.00	6	6
		PROJECT TOTALS				533.50	1,042.50	1,115.50	2,158.00	2,061.00	-97.00	48	51

TABLE 3

ECOLOGY & ENVIRONMENT ARCS V CONTRACT 68-W8-0086
 SUMMARY OF FINANCIAL STATUS REPORT
 SAUGET AREA 1 & 2 TECHNICAL ASSISTANCE
 AS OF 01-NOV-97

	ACTUAL	
	CURRENT MONTH	PROJECT TO DATE
HOURS:		
	533.50	1042.50
	49.25	63.50
TOTAL HOURS	582.75	1106.00
COSTS:		
DIRECT LABOR	14018.62	27146.79
TRAVEL	2420.75	2420.75
EQUIPMENT	-51.79	-51.79
OTHER DIRECT COST *	985.42	1741.12
LABORATORY SERVICES	0.00	0.00
INDIRECTS	26431.32	50408.30
SUBCONTRACTS	0.00	0.00
TOTAL COSTS	43804.32	81665.17
FEE:		
BASE	1314.14	2449.96
BASE ON SUBCONTRACTS	0.00	0.00
AWARD	0.00	0.00
AWARD ON SUBCONTRACTS	0.00	0.00
TOTAL FEE	1314.14	2449.96
GRAND TOTAL	45118.46	84115.13
* OTHER DIRECT COST		
COMPUTER USAGE	454.43	1109.87
OUTSIDE SERVICES	18.00	18.00
POSTAGE & DELIVERY SERVICES	251.00	251.00
BOOKS & PUBLICATIONS	209.60	246.16
COPY COSTS	0.60	64.30
STATIONARY & OFFICE SUPPLIES	51.79	51.79
TOTAL ODCs	985.42	1741.12

TABLE 4

ECOLOGY & ENVIRONMENT ARCS V CONTRACT 68-W8-0086
 SUMMARY OF DIRECT LABOR BY P-GRADE
 SAUCET AREA 1 & 2 TECHNICAL ASSISTANCE
 AS OF 01-NOV-97

LABOR CODE	CURRENT MONTH				CURRENT CONTRACT YEAR				PROJECT TO DATE			
	REG HOURS	OT HOURS	TOTAL HOURS	TOTAL DOLLARS	REG HOURS	OT HOURS	TOTAL HOURS	TOTAL DOLLARS	REG HOURS	OT HOURS	TOTAL HOURS	TOTAL DOLLARS
			0.00	0.00			4.00	486.41			4.00	486.41
			412.50	32792.97			842.50	66056.75			842.50	66056.75
			76.00	3709.09			141.50	6954.03			141.50	6954.03
			45.00	2485.59			54.50	3010.33			54.50	3010.33
			0.00	0.00			0.00	0.00			0.00	0.00
			0.00	0.00			0.00	0.00			0.00	0.00
			531.50	38987.65			1042.50	76507.52			1042.50	76507.52
			49.25	1552.89			63.50	1998.34			63.50	1998.34
TOTALS			582.75	40540.53			1106.00	78505.85			1106.00	78505.85

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TABLE 5 HAS BEEN REDACTED AS IT CONTAINS
CONFIDENTIAL CONTRACTOR COSTS

2 PAGES

Table 6

**SAUGET AREA 1 & 2 SITES (TA)
TRAVEL EXPENSES FOR THE
OCTOBER REPORTING PERIOD**

Task	Name	P-Level	Destination	Purpose	Trans	Per Diem	Dep.	Ret.
1.1 Project Planning	[REDACTED]	[REDACTED]	Sauget, IL	Site Visit	\$253.20 (4, 5, 7, 8)	\$8.00 (6)	10/02/97 0600	10/02/97 1700
2.0 Acquisition of Existing Data	[REDACTED]	[REDACTED]	Springfield, IL	File Search	\$224.60 (1, 4)	\$126.00 (6)	09/15/97 0700	09/15/97 1700
	[REDACTED]	[REDACTED]	Springfield, IL	File Search	\$464.00 (1, 2, 3, 4, 10)	\$140.00 (6)	09/15/97 0700	09/15/97 1930
	[REDACTED]	[REDACTED]	Belleville, IL	Property Search	\$422.48 (1, 2, 3, 4, 5, 7, 8)	\$70.00 (6)	09/24/97 0700	09/26/97 1700
	[REDACTED]	[REDACTED]	Belleville, IL	Property Search	\$242.00 (1, 4, 8, 9)	\$70.00 (6)	09/24/97 0700	09/26/97 1700
	[REDACTED]	[REDACTED]	Sauget, IL	Site Visit	\$386.47 (2, 4, 7, 8, 9, 10)	\$14.00 (6)	10/02/97 0600	10/02/97 1700
TOTALS					\$1,992.75	\$428.00		

- 1) Lodging
- 2) Car Rental
- 3) Gas
- 4) Incidentals
- 5) Parking
- 6) Meals Only
- 7) POV
- 8) Airfare
- 9) Taxi
- 10) Tolls

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